

1. **Call to Order**

The meeting and was called to order at 7:00 p.m.

2. **Roll Call**

Board Chair	Rosetta Wangerin	Present
Board Secretary	Eric Morris	Present
Member	Joseph Nicoletti	Present
Member	Judy Wesemann	Present
Member	Vacant	
Member	Charlene Williams	Absent
Member	Alexa Morris	Present

Staff present: Jim Row, Community Services Director; Debbie Wadliegh, Aquatic Manager; Services Manager; Paulette Zastoupil, A.A;

3. **Approval of Minutes from March 10, 2009**

Joseph Nicoletti/Eric Morris - Motion to accept the minutes as written. The motion passed unanimously.

Approval of Minutes from April 14, 2009

Eric Morris/Alexa Morris - Motion to accept the minutes with a change to mark Alexa Morris present for the meeting. The motion passed unanimously.

4. **Business from the Audience**

Matt Gwynn, Maintenance Superintendent presented Adopt-A-Park Program. Matt shared that this plan would soon be administrated to help sustain our city parks with organizations, groups or families. These volunteers would sign a contract to adopt a park for a minimum of two years and conduct specific park maintenance activities on their “adopted” park no less than six times yearly. The Board asked that Matt come to the next meeting, giving them a chance to review the material and asked that he bring a list of groups who have showed interest in this program.

5. **OLD BUSINESS**

Aquatic Center HVAC system upgrade

Debbie reported that it has been a busy two week period, and provided a list of completed maintenance projects. She ran a slide film showing; removal of old ventilation system, installation of the new system, and various maintenance projects. This HVAC system has energy savings, tax credits and a payback of 2-3 years. Jim went on to explain the new supply register and how it circulates the air flow throughout the Natatorium. He then showed a visual rendering of the unit in the computerized control system, and one of the many screens that monitors the building humidity and temperature, pool water temperature and air flow. Discussion took place on the fully automated computer system and the necessary training that will allow Debbie, Jim and Engineer to monitor and make changes when necessary. City Information Services staff re-wired the building to

handle all upgrades and also installed a camera system that monitors the front cashier area and first aid station.

Mill Creek Greenway

Jim summarized the process that has occurred to date, including the public meeting on April 16 to discuss concerns that have recently been raised with the project. Jim formed a balanced committee of 6 residents to work on these concerns, and they first met on the project site and took a walk-through in the Hermanson Phase I section. As they walked, they talked about potential changes that will help elevate some concerns. The Committee will meet again next week to work on some common understanding, make compromises and come up with recommendations that will be communicated to the City Council on June 8th. Jim pointed out that the wetland permit application has not been submitted because of the potential that changes might be made to the plan. Because of the possible changes, and 4-6 month review time the project can not start this summer as scheduled. He went on to explain that he will need to ask Oregon State Parks for a 6 or 12 month extension on the grant. At the May 11th City Council meeting, Jim gave them an update along with different approaches the City can chose to take with this project, and the possible financial consequences.

Eric Morris/Alexa Morris - Motion to authorize the Board Chair to draft a letter of understanding to the City Council in support of the project.

Eric Morris/Alexa Morris Amend the motion to authorize the Board Chair to draft a letter to the City Council clearly stating that the Board supports Phase I with reasonable accommodations reached by the neighborhood work group and to continue the project. The motion passed unanimously.

Parks and Recreation Master Plan

The public hearing for the update to the Parks and Recreation Master Plan has been moved to the second meeting in June, as we await a resolution to the Mill Creek Greenway Project.

6. **NEW BUSINESS**
None

7. **Business from the Department
Recreation – Stu Spence**

Adult Sports - Men's League Softball on May 26. Co-ed Softball starts in June. Stu is organizing an Adult Soccer League this summer with the help of volunteers.

Youth Sports - T-ball, Toss-ball (coach pitch) is finishing up.

April 25 in which there were 4 events; Annual Arbor Day, Day of the Child, Major League Pitch, Hit and Run, Teen trip to the movies.

Active Adult – The active adult trips; Mt Hood Railroad with 25 participants, Lilac Festival in Woodland WA. Transportation is through First Student Bus Company.

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Teen Program – AmeriCorps has been creating “girl space” at the Teen buildings, to make them feel welcome. Bi-weekly staff meetings have helped bring the program together.

Boys and Girls Club & After School Club Committee met with the Executive Director from Salem and discussed the community assessment survey which all came back positive that this community would support a Boys and Girls Club financially. Next step is to form a Steering Committee and a Board and move forward with the planning.

Other

Student Health Advisory Council (SHAC), survey results on health showed a good representation of the community.

Portland Trail Blazers – offering group incentives, networking with players for on the court experiences for youth basketball programs.

Fourth of July – This annual celebration will be different this year with sponsorships being offered, vendor booths with a county fair atmosphere.

Aquatics – Debbie Wadleigh

Gave her report under HVAC system upgrade

Parks and Facilities – Jim Row

Gazebo Dedication

On April 26, at noon, Mayor Figley cut the ribbon and spoke along with the Woodburn Rotary President, Scott Nehring for the gazebo dedication. It was the opening event for the Day of the Child celebration. Plans are being developed to recognize the many donors that contributed to the gazebo project.

Centennial Park

Jim shared that Burlingham Trust has awarded \$25,000 toward the final phase of work at Centennial Park, and that they have been very supportive of various projects throughout Woodburn. The Baseball Tomorrow Grant application was not approved, and we expect to hear about the State of Oregon Local Government Grant sometime in July.

Special Event Policies

The City Council approved an update to the City’s Special Event Policy. This policy applies to large special events that will attract more than 1,000 visitors or require the exclusive use of an entire park. The policy was last updated by the Council 4 years ago, and needed to be thoroughly updated to make improvements in the City’s ability to manage the impact of large events. A significant change is the reimbursement of police officer support and park maintenance costs. Currently, the only event that falls under this policy is the Mexican Fiesta in August.

8. **Future Board Business**
None.

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9. **Board Comments**

Eric Morris took this opportunity to encourage citizens to support the School Bond Measure and vote on May 19, 2009.

Rosetta Wangerin encouraged the Board to attend the City Council meeting on June 8 in support of the Mill Creek Greenway project.

10. **Adjournment** 8:40 p.m.

Eric Morris, Board Secretary

Date _____

Paulette Zastoupil, Recording Secretary

Date _____